

Robert Donley, President
Jessie Brantley, Vice President
Chris Heard
Dawn King

MINUTES
City of Dickinson
**Dickinson Economic
Development Corporation**
SPECIAL MEETING

Mark Martelli, Secretary/Treasurer
Chad Rankin
Bill Schick
Scott Jones, Chief Executive Officer

April 27, 2020

NOTICE is hereby given that a SPECIAL MEETING of the Dickinson Economic Development Corporation of the City of Dickinson, County of Galveston, State of Texas, was held by telephone conference at **6:30 p.m. on Monday, April 27, 2020** due to the pandemic known as "coronavirus disease 2019", also known as COVID-19. The SPECIAL MEETING was authorized to be held via telephone conference pursuant to Section 551.045 of the Texas Government Code because of the potential for loss of life to people and communities of the City of Dickinson resulting from the introduction, transmission, or spread (or imminent threat of the same) of COVID-19, and to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of COVID-19. This convened SPECIAL MEETING conducted via telephone conference, would normally take place at Dickinson City Hall, 4403 Highway 3, Dickinson, Texas 77539. [There will be no public access to Dickinson City Hall for the meeting.] The Dickinson Economic Development Board, reserves the right to meet in a closed session on any of the below items should the need arise and if applicable pursuant to authorized by Title 5, Chapter 551, of the Texas Government Code.

ITEM 1.) CALL TO ORDER AND CERTIFICATION OF A QUORUM

President Donley called the meeting to order at 6:30 p.m. Board Members present were as follows: President Robert Donley, Vice President Jessie Brantley, Board Members; Mark Martelli, Chad Rankin, Dawn King, Bill Schick, and Chris Heard. Also present were DEDC Chief Executive Officer Scott Jones, DEDC Attorney Charlie Zech.

ITEM 2.) PUBLIC COMMENT: At this time, any person with business related to Dickinson Economic Development Corporation may speak to the Board. Because the meeting is by telephone, rather than signing up, an announcement will be made asking the Public if anyone wishes to speak. Anyone wishing to speak should inform the Board of their names and will be placed on a list and permitted to speak in the order received. Comments from the public should be limited to a maximum of three (3) minutes per individual speaker. In compliance with the Texas Open Meetings Act, the Board may not deliberate or take action on items not on the agenda, but may consider placing the item on a future agenda if deliberation is necessary.

None.

ITEM 3.) CONSIDERATION AND POSSIBLE ACTION CONCERNING: Approval of the Meeting Minutes of the Dickinson Economic Development Corporation's March 23, 2020, Special Meeting Conference Call.

Board Member Jessie Brantley made a motion to approve the Meeting Minutes of the Dickinson Economic Development Corporation's March 23, 2020, Special Meeting Conference Call. Board Member Dawn King seconded. President Donley called for a vote.

VOTE:

7 AYES (Donley, Brantley, Martelli, Heard, King, Rankin, Schick)

0 NAYS

MOTION PASSED

- ITEM 4.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of the Meeting Minutes of the Dickinson Economic Development Corporation's April 6, 2020, Special Meeting Conference Call.

Board Member Jessie Brantley made a motion to approve the Meeting Minutes of the Dickinson Economic Development Corporation's April 6, 2020, Special Meeting Conference Call. Board Member Bill Schick seconded. President Donley called for a vote.

VOTE:

7 AYES (Donley, Brantley, Martelli, Heard, King, Rankin, Schick)

0 NAYS

MOTION PASSED

- ITEM 5.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** The Board will now hold a closed executive meeting pursuant to the provisions of Chapter 551, of the Texas Government Code, in accordance with the authority contained in:

- A. Texas Government Code Section 551.074 consultation with Attorney regarding amendments to the Administrative Services Agreement with the City of Dickinson.

President Robert Donley recessed the regular meeting at 6:37 p.m.

RECONVENE:

President Robert Donley reconvened the Special Meeting at 7:09 p.m.

- ITEM 6.) DIRECTION AND POSSIBLE ACTION CONCERNING:** Approve amended Administrative Services Agreement with the City of Dickinson.

Board Member Bill Schick made a motion to approve the Administrative Services Agreement as written. Board Member Jessie Brantley seconded. President Donley called for a vote.

VOTE:

7 AYES (Donley, Brantley, Martelli, Heard, King, Rankin, Schick)

0 NAYS

MOTION PASSED

- ITEM 7.) BRIEFING, DISCUSSION, DIRECTION AND POSSIBLE ACTION CONCERNING:** Consideration of REME Companies, LLC's requested extension of earnest money contract concerning the approximately 46 acres on Hughes Road owned DEDC, due to delays experienced as a result of the COVID-19 pandemic.

Board Member Mark Martelli made a motion to approve the REME Companies 46 acres Hughes Rd. Board Member Bill Schick seconded. President Donley called for a vote.

VOTE:

7 AYES (Donley, Brantley, Martelli, Heard, King, Rankin, Schick)

0 NAYS

MOTION PASSED

- ITEM 8.) BRIEFING, DISCUSSION, DIRECTION AND POSSIBLE ACTION CONCERNING:** Consideration of REME Companies, LP's requested extension of the Letter of Intent concerning the approximately 19 acres on I-45 South owned by DEDC, due to delays experienced as a result of the COVID-19 pandemic.

Vice President Jessie Brantley made a motion to approve the REME Companies LOI. Board Member Bill Schick Brantley seconded. President Donley called for a vote.

VOTE:

7 AYES (Donley, Brantley, Martelli, Heard, King, Rankin, Schick)

0 NAYS

MOTION PASSED

- ITEM 9.) BRIEFING, DISCUSSION AND DIRECTION CONCERNING:** Chief Executive Officer's Update of meetings attended, projects underway, and tasks completed: Emergency Business Recovery and Expansion Grant Program activity, Economic Development partnership and other calls, marketing, educational endeavors, 3rd party service provider and developer negotiations.

Prepared Emergency Business Recovery and Expansion Grant Program and set, attended and presented the program to DEDC Board at Special Meeting 4/6; Board approved a \$10K limit per grant to businesses impacted by COVID-19 virus with 50 and fewer employees; \$200K budget amendment passed and sent to Council for approval.

Requested a Special Council Meeting 4/13 (for first reading requirement), placed EBREG program on its agenda and on that of Regular Council Meeting 4/14 (second required reading and action): program approved and budget amended by Council; reported in that meeting on Gulf Coast Public Market Economic Impact Analyses/Summary and requested support of DEDC Board vote for project abandonment, but no action Council taken.

Calls with multiple stakeholders including Bay Area Houston Economic Partnership, Texas First Bank, and Small Business Administration. Attended Galveston County Economic Partnership conference calls 3/25, 4/1, 4/8, 4/15, and 4/22; attended HREDA/Greater Houston Partnership Economic Development activity conference calls 3/27, 4/3, 4/9, 4/17, and 4/24.

Held teleconference for handoff of legal issues with counsel representatives Beverly West (left the firm) and Charlie Zech of Denton, Navarro, Rocha Bernal & Zech.

WebEx with State Comptroller's office 4/21 regarding updates on TIF, TIRZ and Tax Abatement in Texas. Working on tentative acquisition of multiple lots in Moore's Addition North of Deats Rd. West of Hwy 3 for potential City swap program.

Procured business incentives study proposal from Texas Business Incentives of Bryan (\$4500) to provide a regional competitive incentives analysis and recommend creation of a Dickinson economic incentives policy to be publicized and marketed online and nationally.

Discussed progress on and negotiated extension of I-45 LOI and Hughes Road contract with developers: developer requested extension on both projects for the period of the length of stay-at-home order for both projects; negotiated extension documents and presenting tonight to DEDC Board for potential approval to execute.

Created, published, distributed and marketed Emergency Business Recovery and Expansion Grant Program Terms & Conditions, Performance Agreement and Application to small businesses under 50 employees; intake of applications and financial data 4/15 - 4/21; Review Committee graded and prepared first 25 complete applications to Board 4/21 - 4/24 for consideration/approval at DEDC Regular Meeting 4/27 after public hearing; proposing \$200K in grants to DEDC Board; proposing a 2nd round of another \$200K in emergency business grants and an additional budget amendment due to overwhelming interest in the initial offering; will need Council approval of the Budget Amendment if approved by Board. Researching potential properties and locations for prospective 20-50 acre Dickinson Business Park.

ITEM 10.) CONSIDERATION AND DISCUSSION CONCERNING: DEDC Financial Report received from the City of Dickinson Finance Director Kristen Woolley for Fiscal Year-to-Date 2019-2020 for the quarter and month ending March 31, 2020.

ITEM 11.) DISCUSSION, CONSIDERATION AND POSSIBLE ACTION CONCERNING:
Public Hearing on an Emergency Business Recovery and Expansion Grant Program under Section 505.158 of the Texas Local Government Code to assist Dickinson businesses to recover from business closures and economic losses due to the COVID-19 pandemic and discussion on awarding of grants.

After a lengthy discussion on the distribution of funds for the first round of 20 qualified applicants pertaining to the Emergency Business Recovery and Expansion Grant Program dollar amounts to be awarded President Robert Donley called for a motion.

Board Member Dawn King abstained from voting because some of the businesses listed are Members of the Chamber of Commerce, therefore she feels there is a conflict of interest.

Board Member Mark Martelli made a motion to approve the first round of 20 qualified applicants at just under \$200,000.00 as recommended by the 4 Review Committee Members.

Board Member Chad Rankin seconded. President Robert Donley counted Board Members; Mark Martelli and Chad Rankin's motion as yes votes.

President Donley called on Vice President Jessie Brantley who voted yes however stated that the criteria could have been laid out better and he made a note on each application as to his question or concern but if we move forward with another program we need to do a better job of thinking out this conversation.

President Robert Donley called on Board Member Bill Schick who voted no.
President Robert Donley called on Board Member Chris Heard who voted no.

VOTE:

4 AYES (Donley, Brantley, Martelli, Rankin)

2 NAYS (Heard, Schick)

1 ABSTAINED (King)

MOTION PASSED

ITEM 12.) DISCUSSION, CONSIDERATION AND POSSIBLE ACTION CONCERNING:
Discussion of an additional \$200,000 in Emergency Business Recovery and Expansion Grants under Section 505.158 of the Texas Local Government Code to assist Dickinson businesses to recover from business closures and economic losses due to the COVID-19 pandemic.

VOTE:

4 AYES (Donley, Brantley, Martelli, Rankin)

2 NAYS (Heard, Schick)

1 ABSTAINED (King)

MOTION PASSED

ITEM 13.) DISCUSSION, CONSIDERATION AND POSSIBLE ACTION CONCERNING:

Adoption of a Budget Amendment for the Emergency Business Recovery and Expansion Grant Program entitled: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ECONOMIC DEVELOPMENT CORPORATION FOR THE CITY OF DICKINSON ADOPTING BUDGET AMENDMENT NO.2; PROPOSING THE ADOPTED BUDGET AMENDMENT NO. 2 FOR APPROVAL AND ADOPTION BY THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS; AND PROVIDING FOR AN EFFECTIVE DATE.

Board Member Dawn King made a motion to approve Adoption of a Budget Amendment for the Emergency Business Recovery and Expansion Grant Program entitled: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ECONOMIC DEVELOPMENT CORPORATION FOR THE CITY OF DICKINSON ADOPTING BUDGET AMENDMENT NO.2; PROPOSING THE ADOPTED BUDGET AMENDMENT NO. 2 FOR APPROVAL AND ADOPTION BY THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS; AND PROVIDING FOR AN EFFECTIVE DATE. Vice President Jessie Brantley seconded. President Donley called for a vote.

VOTE:

7 AYES (Donley, Brantley, Martelli, Heard, King, Rankin, Schick)

0 NAYS

MOTION PASSED

ITEM 14.) ADJOURN

President Robert Donley called for a motion to adjourn. Board Member Jessie Brantley made a motion to adjourn. Board Member Chad Rankin seconded. President Donley called for a vote.

VOTE:

7 AYES (Donley, Brantley, Martelli, Heard, King, Rankin, Schick)

0 NAYS

MOTION PASSED

The meeting adjourned at 9:15 p.m.



Robert Donley, President